

DDP	9	REV DATE	18/03/60	BY	606199
ORIG COMP	38	OPI	38	TYPE	02
ORIG CLASS	5	PAGES	7	REV CLASS	5
JUST	22	NEXT REV	21/0	AUTH:	HR 10-2

2 MAY 1961

MEMORANDUM FOR: Comptroller

FROM : Chief, Finance Division

SUBJECT : Status of Advances

25X1C

1. Attached is a summary report and supporting schedule showing the Status of Advances outstanding to personnel for the office of Deputy Director (Intelligence), Deputy Director (Plans), and the Deputy Director (Support), and [REDACTED] as of the dates indicated below;

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25X1C

- a. Advances [REDACTED] as of 31 January 1961.
- b. Advances to employees as of 28 February 1961.
- c. Advances to agents as of 28 February 1961.

2. For comparative purpose, this report reflects the same information with respect to such advances outstanding in October 1960 (1a above) and November 1960 (1b and c above).

3. It will be noted from the schedule that the number of:

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- a. Advances [REDACTED] delinquent over 60 days, has increased from 17.5% to 21.10%.
- b. Advances to employees, delinquent over 60 days, has increased from 6.61% to 12.97%.
- c. Advances to Agents, delinquent over 60 days, has increased from 21.52% to 26.33%.

The increases reflected in categories 1b and c above, are attributable to a refinement in procedures intended to more realistically present the number of accounts delinquent as of a given date. In the past it was the practice to report as delinquent only those accounts which were delinquent as of a given date but had not been settled by the time the report was prepared. Since there is a time lag of some 6 to 8 weeks between delinquency date and the date the report is prepared a number of accounts would be settled during this interim period and eliminated from the delinquent category. This report reflects employee and agent advance accounts actually delinquent as of 28 February 1961, although a number of them have been settled since that date.

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4. A copy of the complete report is attached for the Deputy Director (Support) and for the Chief, Audit Staff; in addition, a copy of that portion of the report concerning the Office of the Deputy Director (Intelligence) and the Office of the Deputy Director (Plans) have been provided for each of these offices.

ORIGINAL SIGNED BY

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Attachment:
As stated above

Distribution::

Orig. & 1 - Addressee w/attach
1 - DD/S w/attach
1 - C/Audit Staff w/attach
1 - DD/I w/attach Sch. 1
1 - DD/P w/attach Sch. 2
✓ 1 - C/FD w/attach
1 - Accts/Accts. Rec. w/attach
1 - Accts/Chrono w/attach

FD/ACCTS/ [REDACTED] 1b (2 May 1961)

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